



## Western Electric

Northeastern Region  
Headquarters

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October 24, 1972

### TO BICC BUSINESS BOARD MEMBERS

The Executive Board of BICC has met almost weekly in the recent past to discuss the finances for 1972-1973 and to make a determination of how we could operate for the balance of this year and next year. Attached (Appendix 1) is a report from our treasurer showing the projected income and expenditures for October, November, and December of 1972. This is a much improved projection from the \$14,000 to \$21,000 negative variation we talked about three months ago.

The improvement was accomplished as follows: 1) Tom Boykin instituted better management control over expenditures, 2) We did not replace the Management Assistant and other employees when they left, and 3) We were able to increase our income from ADP.

At a special meeting of the Board on Monday, October 16, a motion was passed that we maintain our present staffing through December 31, 1972. This is reflected in the treasurer's report showing the \$4,000 deficit. The \$4,000 deficit would become a reality if we have to pay our employees severance pay on December 31, 1972. If this is not a necessity, and it looks at this time that we will not have to, the deficit would be zero.

The present staff includes:

<u>Title</u>	<u>Name</u>
Executive Director	Tom Boykin
Consultant	Joe Parkinheimer
Secretary-Clerks	Barbara Parker, Katherine Morton

as the basic BICC operation. The following employees are part of the ADP-Employment operation:

Ann Calloway  
Ronnie Harris  
Mary Hedrick

October 24, 1972

If we prepared a budget for 1973 using only firm commitments, it would look as follows: Expenses --


Salaries	\$42,000
Fringes	6,000
Rent	9,000
Light	1,000
Supplies	3,000
Equipment	3,800
Postage	600
Insurance	300
Maintenance & Repairs	500
Travel & Misc.	2,000
TOTAL	\$71,200

Income -- Greater Newark Chamber of Commerce \$40,000 - Projected deficit for 1973 - \$31,200.

The 1973 figures do not reflect the possibility that ADP may continue a contract with us. We are in consultation with them, but have not received any firm commitment. The budget does not reflect the possibility of our subcontract work from the Greater Newark Chamber of Commerce - NAB operations nor the subcontracts that Tom Boykin is having conversations about with other agencies.

At a special meeting, it was decided that we should define the objectives that we may want to use for our 1973 operation. It was proposed that the businessman prepare what they believe the objectives should be; that the community people would supply a similar list, and at the next board meeting, we clarify what our objectives and priorities will be. (See Appendix 1)

Please attend the BICC Executive Board meeting October 30, 1972, at 6 p.m. and be prepared to discuss the objectives of BICC.

  
J. H. LOZOWICK  
Co-Chairman  
BICC

JHL:146400:RR

Att.

Projected Income and ExpendituresOctober, November and December, 1972

	<u>October</u>	<u>November</u>	<u>December</u>	<u>Total</u>
<u>Expenses</u>				
Salaries	5,500	5,500	5,500	16,500
Fringes & Taxes	600	500	400	1,500
Rent & Utilities	800	800	800	2,400
Office Supplies	300	300	300	900
Postage	100	100	100	300
Telephone	400	400	400	1,200
Equipment	300	300	300	900
Public Relations, Travel, etc.	200	200	200	600
Insurance	--	100	100	200
Maintenance & Repairs	--	--	100	100
Total Expenses	8,200	8,200	8,200	24,600
<u>Income</u>				
Greater Newark C of C Adaptive Systems	4,800	4,800	4,900	14,500
		7,700	8,000	13,700
Total Income	4,800	12,500	10,900	28,200
Balance	(3,400)	4,300	2,700	3,600
Liabilities to Outsiders	(4,500)	--	--	(4,500)
Liabilities - Restricted Funds	--	--	(12,000)	(12,000)
Bank balance 10/1/72	8,770	--	--	8,770
Projected (Deficit)	870	5,170	(4,130)	(4,130)

Detail Schedule of LiabilitiesSeptember 30, 1972Liabilities to Outsiders

## 3rd Quarter Taxes &amp; Withholdings:

Federal w/h & Fica	1,600
State Unemployment	800
Newark P/R Tax	200
Federal Unemployment	500
N. J. Bell Telephone	800
UCF	200
Other Accounts Payable	600

Total	<u>\$ 4,500</u>
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Liabilities - Restricted Funds

Engelhard Foundation	1,000
Clerical Training	3,000
Ambulance	1,000
Unrestricted	2,000
Schumann - HDP Termination	<u>5,000</u>

Total	<u>12,000</u>
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Potential Liabilities Not Funded

Accrued Vacation  
Severance Pay  
Equipment Leases

BICC (Business & Industrial Coordinating Council-Newark)Financial Projection 9/30/72 to 12/31/72

Bank Balance 9/30/72	\$ 8,770
Income:	
Chamber of Commerce (3 x 4800)	14,500
Adaptive Systems (ADP) to 9/30	7,700
Adaptive Systems (ADP) to 12/31	<u>6,000</u>
Total Available	\$ 36,970

Expenses (See attached schedule for details):

Budget expenditures to 12/31/72	24,600
Liabilities at 9/30/72 to outsiders	4,500
Liabilities at 9/30/72 to restricted funds	<u>12,000</u>
Total Expenditures Projected	\$ <u>41,100</u>
Deficit if Present Employees Continued to 12/31/72	<u>(\$4,130)</u>

BICC was originally organized to be a forum or communications path to help the various communities in the area understand each other and to bring attention to current and possible problems in the area. BICC's working committees had some influence in the area, and BICC's major thrusts were education and jobs and people available in the community. Because of the dissatisfaction with the New Jersey State Employment Service in the early 1960's, it was decided to strengthen the Urban League employment operation. The Urban League in effect became the employment agency of BICC for Blacks and Puerto Ricans. BICC also helped Blacks and Puerto Ricans get some training and/or orientation to make them more employable and to be able to be upgraded.

For 1973, we propose that BICC be involved in the following:

1. Employment, training, and education of minority people.
2. Keep a communication path between the various groups and interests.
3. Identify areas that prevent equal employment opportunity.
4. Mobilize business and neighborhood forces to bring change to those agencies identified in number 3 above.
5. Accept grants to specific efforts related to employment, training, education, and communication.